

in Attendance:

Sat 2/22/92

Tina
Anjail
Liss
Narkishwa
Andrea
Mary Ann
Venus

Steering Committee Meeting

- ✓ A Newsletter, dues, etc.
- ✓ B Purpose statement
- ✓ C location for 2/29/92 party
- D - need for a standard agenda for meetings
- ✓ E - 15 min. leadtime before meetings
- ✓ F - Plan meeting 2 months in advance

C - Location = Anjail's house

~~Phone all members~~

Time - 7 P.M. Sat 2/29/92

Tina will mail out flyers, along with map to March meeting (3/15 meeting)

B - Purpose Statement *

actually welcome new members

3rd We, ~~are~~ the sisters of ZAMI, exist for the purpose of "having a good time, meeting women, throwing down" *

ZAMI is a ~~group~~ ^{social support} group for (women of color)
(African American Lesbians)

looking for a? social group. Inherent in ~~the social~~

ZAMI's purpose is to provide women of color with a sense of support & family, ~~as well as~~ through ^{planned} social gatherings.

The members

Zami is led by a steering committee composed of 5-6 women, ~~assisted~~ ^{assisted} by a secretary & treasurer

April meeting - Tina's house
(April 19, 1992)

Family Relationships, part 2
no facilitator yet

PURPOSE

Zani is a collective of ~~women~~ ^{lesbian} of color who work ~~to~~ together to provide a positive self-image & a sense of community. Our purpose is to provide a social, educational & a support outlet for ~~those women of our community~~.

Zani meets ~~at least once a month~~ ^{on the 3rd Sunday of each month,}
~~and has~~

Softball - next Sat, Grant park, 1 PM.

Newsletter - get committee of Anjail, Tina Lisa,
Stephanie, Sophia, Saidah

have a non-steering committee member in charge

March meeting - Substance abuse
Sandra Hunter will facilitate
3/15/92

Venus will call Sandra

ask for 3 new
1 ~~offer~~ ~~selection~~ ~~of~~ topics

Meeting Structure

I Greeting $\rightarrow$ (welcome everyone) $\rightarrow$ Statement of purpose (Zani charter)

II Introductions of New Members

Make statement concerning Dues \$5/month
minimum $\rightarrow$ collection of dues

& take attendance. Circulate sign in sheet for new members. Treasury announcement

III All announcements prior to beginning of
Topic of discussion (This is a must!
to save time)

IV A: Closing - ask for late announcements &
suggestion of topics to be discussed.
Remind all members of next meeting
date & time.

in attendance
Northshaws
Anjal
Venus
Lisa
Mary Ann
Andrea
Laura

Steering Committee

Sat 3/21

April 19, 1992 Tina's house 5 PM.

topic:
Family Relationships
Coming out / Part 2

Laura - meeting facilitator
Northshaws -

May 17, 1992 - Sandra Winters' house

topic: sexual fantasies

include: lingerie showing

check w/ Sandra - willing to have lingerie party at her house?

per Anjal & 60 collected for dues at last meeting

Member vs. guest

members pay - they get the newsletter

3 missed meetings

Guest list - send a mailing once

def. - Guest - comes for the first time, or calls & asks
for a mailing

→ How to become a Zami member

1. active participation - attending meetings, functions
2. payment of \$5 monthly dues

→ For Guests - Have a list of steering committee members for guests (first-timers) - to avoid cost of complete mailing of phone list

→ Keep a list of all people who've ever been interested in Zami - for special occasions ex: Kwanzaa, picnic

Social events: possibilities
→ picnic for spring

a hike

movie night? \$1.50

Hospitality night for Zami? see Gloria

Charlene

Sftball - Vues talked to Hospitality - they have 10 sign-ups
4 Zami has 8 - combine the two?
meeting at Grant Park next Sat; 3/28

Logo - T-shirt possibilities?

Payment of Dues - per Anjail - need to have dues
paid prior to meeting - have a table setup
w/ sign ~~up~~ in sheet

4-930

Back to Social Events: 3371 Buford Hwy NE 3246105

April - movies & ^{Old} Country Buffet - then Texas?

April 11th - movie first

2:5 PM show

eat afterward

May - picnic at Anjail's date: May 9th - 1 P.M.
need to get: picnic tables

announce in ^{April} meeting

note in ~~picnic~~ newsletter - need a picnic committee

drinks, meat

- have a proposed date
donation \$5

cook, plan menu, plan a theme

clean-up crew

decorations

bug candles (citronella)

BYOB

YOUR EQUIPMENT:

FISHING
RAFTING/TUBING
CANOEING
BIKING
SOFTBALL

OUR STUFF:

VOLLEYBALL
HORSESHOES
BADMINTON
TABLE GAMES

NEARBY:

WATERFALLS
WHITEWATER TRIPS
GOLD PANNING
RESTAURANTS / SHOPS
HORSEBACK RIDING / LESSONS

BRING:

TARPS / BLANKETS
SWEATERS / SLICKERS

SEND:

*S.A.S.E. for map, or travel 7 mi.
west from Dahlonega on 52W.
Watch on right for mailbox.
Post has large white "S".*

SWIFTWATERS

ROUTE 3
DAHLONEGA, GA 30533

One Hour North Of Atlanta

TELEPHONE

(404) or (706) 864-3229



WOMANSPACE

OR

BED & BREAKFAST

WITH IN-ROOM HOT TUB

*Deep in the Woods
of the
Blue Ridge Foothills*

A lovely, forested retreat – dedicated to the renewal of spirit
and to establishing and strengthening friendships.

"There are no strangers here...only friends we haven't met..." (Dot)

BED & BREAKFAST (RESERVATIONS PLEASE)

- FEATURES:** Private Entrance & Deck Overlooking River – Queen Size Bed
Air Conditioning – Hot Tub with Jacuzzi
- REQUESTS:** Smoking only on deck – 11AM Check-out – 2PM Check-in
No Pets – Advance Reservations – \$50 Deposit to Confirm
- RATES:** \$50 Weeknites – \$75 Saturday & Holiday Nights
Discounts for 3 Nights or More

CAMPGROUND (NO RESERVATION NEEDED)

SITES: First come – first served.
Picnic tables & fire rings provided.

HOOKUPS: None. Tents, vans, trucks,
& small, self-contained units welcomed.

FACILITIES: Outhouses & solar showers.

CAMPFIRES: OK in fire rings. Small
fires reduce danger. Drown coals
before leaving. Firewood is available.

PARKING: Near outhouses. Please
leave only those vehicles in camping
area that are to be slept in.

HOLIDAY WEEKENDS: Are crowded.
Bring folding tables/chairs. We have
plenty of space.

PETS: Friendly dogs are welcome;
because of this, cats are not.

KIDS: Are not welcome. All campers
must be 18 years old (+) and women.

BRAS: Are not necessary. Shirts
or halters must be worn though!
The Etowah is a public waterway.

CAMPING RATES: \$5.00 per woman per night.

DAY VISITS: \$1.50 per woman or a chore for the management.

ALWAYS STOP AND REGISTER: Each camper must sign in before entering campground. We must
know who is here. Also...a sisterly toot / wave each time you drive by helps us know you belong.

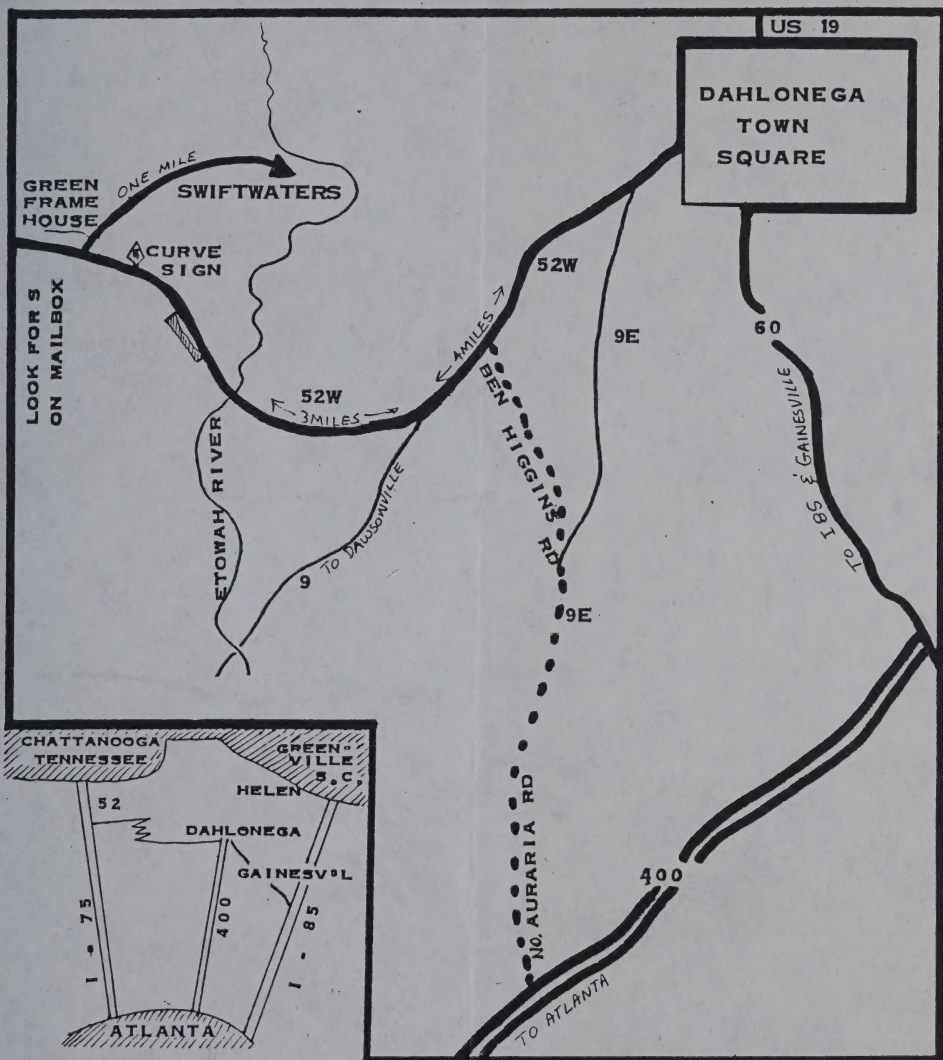
STAY AWAY IF: Noisy radios, parties after 11pm, messiness, drugs, drunkenness are part of your
camp life. Swiftwaters is not for you!

CLEAN & BEAUTIFUL: Be part of the solution! Cigarette filter-tips, can tabs and tissues in the
woods could be forgiven; we'd rather not have to, though. Swiftwaters hopes to deserve your respect.

SWIFTWATERS CAMPGROUND

BOX 379-9 • ELLIJAY HIGHWAY • (404) 864-3229

DAHLONEGA, GEORGIA



ARMADA

- Vacations

- Church Outings

- Family Reunions

- Weekend Trips

- Camping Trips

- Ski Outings

- Insurance Replacement

- Conventions/Trade Shows

- Sporting Events

- Tail Gate Parties

- Commercial Use

- Light Hauling

- Etc.

ARMADA

ATLANTA
(404) 455-0120

ATLANTA

AIRPORT AREA
(404) 994-8800

(404) 994-8800

MARIETTA

(404) 428-5189

ARMADA

6489 Peachtree Ind. Blvd.
Doraville, GA 30360

VANS
VANS
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VANS

ATLANTA'S #1 VAN RENTAL AGENCY

#

ARMADA

ATLANTA
(404) 455-0120

ATLANTA

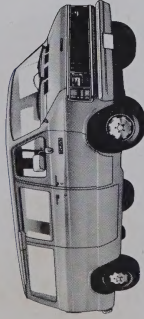
AIRPORT AREA
(404) 994-8800

(404) 994-8800

MARIETTA

(404) 428-5189

STANDARD VAN (15, 12, 8 PASSENGER)



DODGE RAM 350

ENGINE: V8

SEATING: 15, 12, 8 Passengers

EQUIPMENT: Automatic Transmission, AC, Stereo, Power Steering, Vinyl Interiors

LUXURY VAN



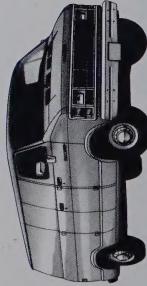
DODGE RAM 250

ENGINE: V8

SEATING: 7

EQUIPMENT: Front & Rear AC, Power Steering, Power Brakes, Tilt Wheel, Cruise Control, Stereo, Captain's Chairs. Also available with TV, VCR, etc.

CARGO VAN



DODGE RAM 250

ENGINE: V8

SEATING: 2

EQUIPMENT: Automatic Transmission, AC, Power Brakes, Power Steering, etc.

MAX. PAYLOAD: 1,295 Lbs.

MINI VAN



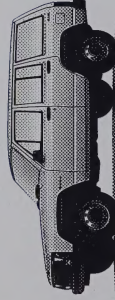
PLYMOUTH VOYAGER LE

ENGINE: V6

SEATING: 7 Passengers

EQUIPMENT: Automatic Transmission, Power Brakes, Stereo, Power Steering, AC

JEEP CHEROKEE 4WD



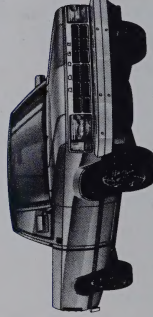
JEEP CHEROKEE

ENGINE: V6

SEATING: 5

EQUIPMENT: Automatic Transmission, Power Steering, Power Brakes, AC, Cruise Control, Stereo, etc.

PICK UP



DODGE RAM 150

ENGINE: V6

SEATING: 2

EQUIPMENT: Automatic Transmission, Power Steering, Power Brakes, etc.

MAX. PAYLOAD: 2,550 Lbs.

WE OFFER...

- Daily, Weekly, Monthly Rates
- Armada Features Quality Products of Chrysler Corporation
- Free Mileage Program
- Major Credit Cards
- Cash Rentals
- Pick-up and Delivery
- 3 Convenient Atlanta Area Locations
- Lowest Rates In Atlanta



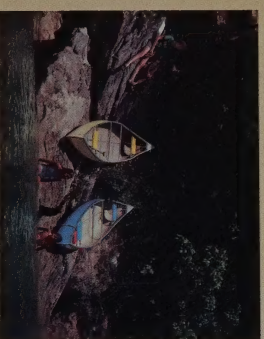
ASK ABOUT OUR LONG-TERM RENTAL PROGRAM...

- ★ 1 Month - 1 Year
- ★ Special Pricing
- ★ Liberal Mileage
- ★ Insurance Available

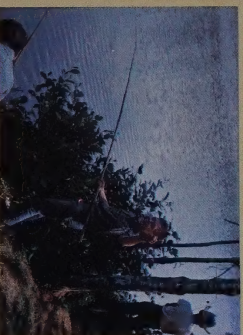
**Dahlonega has something
for everybody**

**HIKE THE APPALACHIAN TRAIL...
OR FLOAT DOWN A LAZY RIVER**

AUTO TOURING: scenic drives,
waterfalls, mountain vistas in seasonal
bloom and color



CANOEING: whitewater or gentle river



FISHING: trout in mountain streams,
bream, cat, etc. in rivers & creeks, bass in
nearby Lake Lanier

HIKING: easy nature trails, or all the way
to Maine on the grand old Appalachian
(We're at the southern tip.)

**GOLD PANNING
RAFTING**

**SWIMMING
BLUE GRASS FESTIVALS**

CAMPING: wilderness or R/V hookups
LODGING: cabins, cottages, old
fashioned inn and modern motels

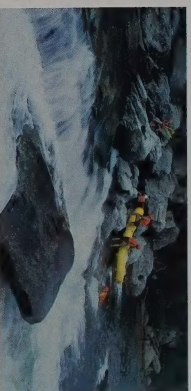
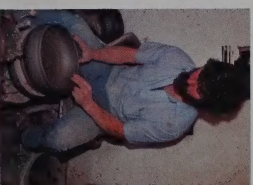
**Write to or visit the
DAHLONEGA-LUMPKIN COUNTY
CHAMBER OF COMMERCE (30533)
(404) 864-3711**



VISIT

DAHLONEGA'S HILLS OF GOLD

site of America's first
major GOLD RUSH

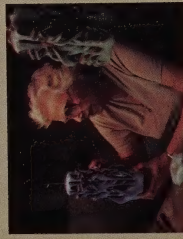


A PEACEFUL, FRIENDLY TOWN
NESTLED IN THE FOOTHILLS OF
GEORGIA'S BLUE RIDGE MOUNTAINS

DAHLONEGA

The cry, "We've found Gold" was heard far and near in 1828. With the discovery of gold in the foothills of the Blue Ridge Mountains, Dahlonega emerged in 1833 a full blown "hustle and bustle" town.

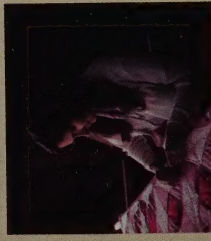
Authentic 19th century buildings circle the courthouse museum. (Many are listed on the National Register of Historic Places.)



Browse and shop for fine antiques, art, Appalachian crafts and more...



"Old Timey" Country Music every sunny week-end, free to all. Join in and pick, pluck, strum, clog, sing... or just take "pitchers."



EXCELLENT RESTAURANTS

Famous for fried chicken and "country vittles" family style... also several fine full-menu restaurants, plus fast food, sandwich and ice cream shops.

NORTH GEORGIA COLLEGE

Visit the beautiful campus of this outstanding 4 year military, co-ed, liberal arts college, a part of the University System of Georgia.



GOLD MUSEUM

In the handsome old courthouse which graces the center of the town square, slides and exhibits tell the history of gold discovered here.

Ask about panning for gold in this area.

There are several places in and near town where you can try your own luck at "finding color".

DAH-LON-E-GA is the word in the Cherokee language for the "precious yellow metal" of these hills.

Fri 6/12/92

Steering Committee

Norlishwa

Mary Ann

Venus

Laura

Lisa

Andrea

Norlishwa No 243 Bedroom Condos for 7/19 & 7/24 ^{weekend of}

Andrea — has van rental rates — prices range
15 passenger = \$240 — fr Fri — Sun

Camping & condos?

~~8/8 — Black Arts Fest~~

weekend ~~7/19~~ ~~8/14~~ — 8/16 reservation # 77460

(1)

2 BR Ocean Front

7 days & mail in deposit of \$134.00

Total is 268.00 fr Fri — Sun

Sleeps 6—8 (2 on floor)

268 rooms

200 van

468

≈ 60 ea fr weekend 3 days & 2 nights

(2)

~~8/10~~ ~~8/15~~

9/11 — 9/13

reservation # 77461

1-800-841-6262

3 BR Courtside

8—10 people (2 on floor)

1175 N. Beachnew Dr Jekyll Island

Villas By the Sea

\$119/night

\$435
\$54

check w/ group to see if carpool or van
& how many will go?

possibility of reserving another 3 BR?
also, 20% discount

Backup Social event for July 18-19th
or July 25-26th

Swiftwater - put it to the group

discrimination against white women -

decision: whites at social events, but not
at meetings

Voice Mail = \$25 for hookup
\$10 + tax / month

our own private #

a person who will be retrieving messages - secretary

Solo, Etc, Friends, Coaching

have 7 days to pay after hookup - takes 3 hrs.

Laura's voice will be on voice mail

Laura will call to enlist

I will make flyer for Chris for contact to Zami

"Units" - coalition of Black Gay Organizations
Carnival 8/8 9-6 PM

I will talk to Gloria @ the particulars
as in participation
speakers, mini-workshops, art gallery, etc.

Tshirts - do a callout
have \$15 ready for Tshirts on 6/21/92
get at least 15 shirts, = \$225

Naji at Express Screen Printing
371-0187
\$385 for the job

Mary Ann Brown will call and get ~~15~~ people to
order 15 shirts @ \$15 = \$225
to place T-shirt order

Business Cards
for Zami

Mid town Graphics 874-6900

5-10 day turnaround
artwork - \$15-25

4 colors: white underlay

pink

blue

brown

4 screens

\$15 ea.

\$60

50 black 100% heavyweight
preshrunk cotton = \$7.25 shirt / printed
(36-71 pieces)~~2 Appaloosa 668-9388~~~~10 day turnaround~~~~artwork \$100-150~~~~\$8 / shirt~~~~100% cotton~~

3 Bullet proof 373-7873

~~Steve~~

4 colors

white underlay

etc.

4 screens

\$15 ea.

\$60

shirts - \$6
a printing

artwork \$20/hr

black heavyweight cotton 100%

2 week turnaround

36 piece minimum



Express Screen Printing 371-0187
Naji 4 screens
white underlay
etc. "flash it"

\$385 for the job - include artwork & screens

\$50 - black heavyweight cotton

1 day to do after artwork is done
pay art & screening + 50% of shirt cost
before the job is done

Midtown 7.25
60 screens 362.50
25 artwork
362.50
447.50

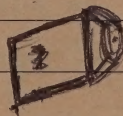
Bulletproof
60 screens
20 artwork
300
\$380

Express
\$385 for the job

25
50
\$180
-385
365

25
15
15
305

Donations - \$15
"Task" lighting at Xmas time
light bulbs - 3
hard to find



Sat 6/6/92

Attendance

Steering Committee

Mary Ann B

Andrea

Liba

Narlshwa

June's Meeting 6/11/92 4 PM Spirituality & Concept of God
Liba's home

Announce

Facilitator = ~~Liba~~ Andrea
Note: Elections in Aug, & where is rest of steering committee (Narlshwa)
Pride Fest - Volunteer list to be table

July's meeting July 19th 4 PM Lovers w/ Children
ask for a place

Facilitator - Mary Ann B.

Aug. meeting -
elections

Social events: Jekyll Island - July 19th or 26th (weekend of)
Andrea will check on van rental - will hold 13 people
Narlshwa will check on rates for housing
use \$5 from Treasury for some of gasoline expenses

"Villas By the Sea" - Narlshwa will draw up maps
called 6/6/92 form

Backup Social Event: Camping at Swiftwater - Dahlonega

→ Issue of Discrimination Should white women be allowed to come to the meetings?

Let them come to the meeting & see what happens
Lots of discussion generated on this

→ Position of Treasurer - keep it in the current steering committee

Charis needs ~~our~~ address & contact people
also, they're looking for more black women to work

Newskletter distribution at Pride weekend

We will have a table

We need volunteers to woman the table

} get list for

Change # in Southern Voice, Etc., Friends

Mary Ann B. will find at a sort voice mail & answering service
for Zami

Flyer to Charis w/ stripes & phone #s

Zami designs for T-shirts -

Andrea will see Tina @ refining design

\$8 for Treasury?

Expenses

\$75 - 3 color shirt - one time charge

\$8 per shirt

\$12.50/hr for artwork

call Gloria - compare prices

call Pride line
662-4533

or - sell cokes/drinks etc. to make \$8
& have copies of news letter on hand

Get cokes!!

Steering Committee Meeting

Sat 4/25

Attendance: Norlishwa

Ajayai

Lisa

June's Meeting 6/21/92 4 P.M.

Lisa's house

topic - Spirituality & concept of God

facilitator -

for Ajayai - start asking ~~people~~^{members} what they'd like to do / social activities

need to ask for facilitator at next meeting

need to get \$\$ collected at last meeting

Tina Lori → picnic:

→ dues:

Newsletter: need notice for picnic

& send flyers to non-current members

ideas for social events

June → ~~weekend~~ retreat - St. Simon's Island
6/13-6/14 or Jekyll Island
trip to Braves game?

Norlishwa will have
cost per night

hike in September

T-shirts - by the end of the summer

~~W~~ Warlikwas poem for newsletter

Angai had a guideline for a Zami constitution.

~~A~~ Steering committee members are in for 6 months, as of February. August will be elections.

ZAMI
STEERING COMMITTEE
MINUTES
September 17, 1995
2p.m.-4p.m.

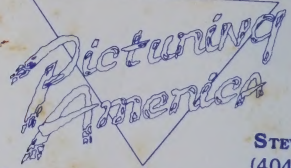
Attending Members:

B Jackson
Lori Coleman
Dream Gomez
Mary Anne Adams

Jay Davis
Maisha Peterson
Iris Rafi
Christine Daniels

- I. Revisited the electing of officers from last meeting
 - A. Revisited the duties of officers
 - B. Re-vote for officers
 - 1. Election by Lori Coleman
- II. New officers:
 - A. President-Mary Anne Adams
Vice President- Dream Gomez
Secretary- Maisha Peterson
Treasurer- Iris Rafi
 - B. Length Of Term
 - 1. Two Years
- III. Attendance Policy
 - A. Voted on steering committee members' attendance to Discussion Group
 - 1. Quota:
 - Members - one meeting a quarter
 - Officers - once a month
- IV. New Steering committee meeting time and date
 - A. First Sunday Of The Month

T-SHIRT DESIGN
ILLUSTRATIONS • AIRBRUSH • SILKSCREENING



STEVE McFALL
(404)640-8293
150 SOUTH ATLANTA ST./SUITE 32-E/ROSWELL, GA 30075

ZAMI Steering Committee Meeting
September 23, 1996
7:00 p.m.

AGENDA

1. Application to Fund for Southern Communities for Sponsored Status
 - a. Audre Lorde Scholarship Fund
2. Zami logo
3. Membership update
4. Voice mail
5. Proposed benefit with Shirlene Holmes
6. Need for a Secretary for Steering Co./Regularly scheduled meetings
7. Newsletter: Sistah to Sistah

ZAMI Steering Committee Meeting
September 23, 1996
7:00 p.m.

AGENDA

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 - a. Audre Lorde Scholarship Fund
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7. Newsletter: Sistah to Sistah

ZAMI Steering Committee Meeting

10/12/96

11:00 AM to 12:00 PM

783 North Parkwood Road, Decatur, GA 30030

Meeting called by:

Note taker:

Type of meeting:

Timekeeper:

Attendees:

Please bring:

Application, Request for Ad, Logo, Savings Statement

----- Agenda Topics -----

- | | | |
|--|-----------|----------------|
| 1. Meeting Overview | Mary Anne | 11:00-11:05 AM |
| 2. FSC- Audre Lorde Scholarship Fund | Mary Anne | 11:05-11:10 AM |
| ✓ 3. ZAMI LOGO <i>use ZAMI Logo</i> | Iris | 11:10-11:15 AM |
| 25 4. Membership Update-New Meeting Space | Iris | 11:15-11:20 AM |
| 5. Voice Mail <i>Jay 11+3 4-6pm coming out group</i> | Mary Anne | 11:20-11:25 AM |
| 6. Proposed Benefit w/Shirlene Holmes | Mary Anne | 11:25-11:30 AM |
| 7. Secretary | Mary Anne | 11:30-11:35 AM |
| 8. Newsletter: Sistah to Sistah | Mary Anne | 11:35-11:40 AM |

Other information

Resource persons:

Special notes:

iris will do mailing labels
yes

<i>Tomorrow</i>
<i>Tuesday</i>

ZAMI STEERING COMMITTEE MEETING
OCTOBER 12, 1996
11:00 A.M.

AGENDA

1. APPLICATION TO FUND FOR SOUTHERN COMMUNITIES FOR SPONSORED STATUS
 - A. AUDRE LORDE SCHOLARSHIP FUND
2. ZAMI LOGO
3. MEMBERSHIP AND NEW MEETING SPACE UPDATE
4. VOICE MAIL
5. PROPOSED BENEFIT WITH PLAYWRIGHT DR. SHIRLENE HOLMES
6. NEED FOR A SECRETARY FOR STEERING CO./REGULARLY SCHEDULED MEETINGS
7. NEWSLETTER: SISTAH TO SISTAH

ZAMI'S Steering Committee Meeting



ZAMI'S Steering Committee Meeting

2/1/97

11:00 AM to 12:30 PM

783 N. Parkwood Road

Decatur, GA 30030

Facilitator:

Note taker:

Attendees:

----- Agenda Topics -----

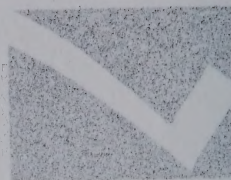
- | | | |
|----------------------------------|-----------|----------------|
| 1. Kathy Morris Party/Reading | Iris/All | 11:00-11:20 AM |
| 2. Scholarship Reception | All | 11:20-11:40 AM |
| 3. Voice Mail-ZAMI LINE 370-0920 | Mary Anne | 11:40-11:50 AM |
| 4. Membership & Finance Report | Iris | 11:50-12:10 PM |
| 5. Red Top Mountain Retreat | Michelle | 12:10-12:30 PM |

Other information

Special notes:

9/25/96 Iris

SAMI'S Steering Committee Meeting



2/1/97
11:00 AM to 12:30 PM
783 N. Parkwood Road
Decatur, GA 30030

Facilitator:

Note taker:

Attendees:

Agenda Topics

- | | | |
|----------------|-----------|----------------------------------|
| 11:00-11:30 AM | John All | 1. Kathy Morris Party/Raising |
| 11:30-11:40 AM | All | 2. Scholarship Reception |
| 11:40-11:50 AM | Mary Anne | 3. Voice Mail-SAMI LINE 370-0920 |
| 11:50-12:10 PM | Lisa | 4. Membership & Finance Report |
| 12:10-12:30 PM | Michelle | 5. Red Top Mountain Retreat |

Other information

Special notes:

2/2/97 1:22



ZAMI'S Steering Committee Meeting

4/5/97

11:00 AM to 12:30 PM

55 Marietta Street

Suite 2000

Atlanta, GA

Facilitator:

Note taker:

Attendees:

----- Agenda Topics -----

- | | | |
|--|-----------|----------------|
| 1. Alice Walker Update/Shay Youngblood's Reception | Mary Anne | 11:00-11:15 AM |
| 2. Second Sunday Meeting/ Fund-Raiser | All | 11:15-11:30 AM |
| 3. April 2nd Sunday Meeting | All | 11:30-11:50 AM |
| 4. Logo & T-Shirts | All | 11:50-12:00 PM |
| 5. Scholarship Reception- ITLA | All | 12:00-12:30 PM |

Other information

Special notes:



ZAMI'S Steering Committee Meeting

4/5/97

11:00 AM to 12:30 PM

55 Marietta Street

Suite 2000

Atlanta, GA

Facilitator:

Note taker:

Attendees:

----- Agenda Topics -----

- | | | |
|--|-----------|----------------|
| 1. Alice Walker Update/Shay Youngblood's Reception | Mary Anne | 11:00-11:15 AM |
| 2. Second Sunday Meeting/ Fund-Raiser | All | 11:15-11:30 AM |
| 3. April 2nd Sunday Meeting | All | 11:30-11:50 AM |
| 4. Logo & T-Shirts | All | 11:50-12:00 PM |
| 5. Scholarship Reception- ITLA | All | 12:00-12:30 PM |

Other information

Special notes:



ZAMI'S Steering Committee Meeting

Agenda

6/7/97

11:00 AM to 12:10 PM
783 North Parkwood Road
Decatur, GA 30030

Facilitator:

Note taker:

Attendees:

Agenda topics

11:00-11:20 AM	Financial Update	Mary Anne
	Payment to Wendi O'Neal for Art Work	
11:20-11:45 AM	T-Shirts	All
11:45-12:00 PM	Fund-Raiser w/ Second Sunday	Carla
12:00-12:10 PM	Brochures	All

Special notes:

Minutes: ZAMI Steering Committee Meeting
August 23, 1997
1010 Scott Blvd.

Present: Mary Anne Adams, Iris Rafi, BJ (Beryl Jackson), Traci O'Daniel, Frances Wood
Note taker: Frances Wood

I Grant Applications to the Metropolitan Foundation

Issue: Mary Anne reported that two applications had been submitted to the Metropolitan Foundation for the current round of funding: one for \$5,000.00 for the Atlanta University Center Outreach Project; another for \$3,000 for scholarship fund raising outreach.

The Foundation has requested an on-site visit of Zami, as this is a part of the funding process that has been done with each application. In lieu of an onsite visit, *per se*, the funding committee has requested that representatives of Zami be interviewed at a meeting to discuss our application. The meeting will be on Tuesday, August 26, 1997 at 6:00 P.M. at the Foundation offices. Because Mary Anne is a member of Zami, and therefore has a vested interest in the outcome of our application, she is prohibited as a Board member of the Foundation from advocating on behalf of Zami.

Decision: Iris and Frances agreed to represent Zami at the interview meeting on the 26th.

II Colin Higgins Foundation Grant Request

Issue: Phillip Rush contacted Mary Anne to alert her to a potential funding source for Zami projects. The Colin Higgins Foundation, based in Los Angeles (?) funds projects of community-based organizations, with a special emphasis on young people, with special emphases on gay youth projects, outreach efforts targeted to the involvement of youth in community work, and AIDS activism. The Foundation is named for a man who was a prominent screenwriter and director. The Foundation makes grants up to \$150,000.00, with awards typically ranging between \$2,500.00 and \$10,000.00. The application deadline is September 1, 1997.

Decision: Zami will be sending copies of our grant applications to Metropolitan Foundation to Higgins. We will be seeking \$10,000.00.

III Zami events during In The Life Atlanta weekend (a.k.a. Black Pride Weekend)

Issue: The committee reviewed flyers that Mary Anne had prepared to announce Zami-sponsored events during the weekend of August 29 - September 1, 1997, including a fund-raising party (Herotica: Snatch the Power), a reading at Charis (The Muses Among Us), an after-reading social gathering with authors (by invitation only, to be held at Mary Anne and Edith's home).

Decision: Flyers will be mailed to the Zami mailing list. Light snacks will be available at the fund raising party, in addition to a no-host bar. We will provide a repast at the post-Muses gathering, but it will be prepared in advance, instead of being a potluck affair. Zami will pay for a fruit tray from Farmers' Market; Michelle will provide a couple of roasted chickens; Traci will bring dessert; BJ will make a tea drink; either Iris and/or Michelle will bake breads, or one can be ordered along with the fruit tray; Mary Anne will ask Lisa Robbins to donate \$100.00 (amt. ??).

IV Zami logo

Issue: We discussed the revised Zami logo that Sharon Lane had prepared. The bulk of the discussion re: the logo centered on Sharon's request for 10% of the sale proceeds from whatever products (tee shirts, mugs, canvas carry-alls, etc.) on which the Zami logo appears; i.e., Sharon holds the copyright of the logo in perpetuity.

Decision: After extensive exchange about residuals, copyrights, etc. the committee decided to agree to Sharon's request.

V Zami tee shirts

Kathy Williams has submitted an estimated cost sheet for producing tee shirts with the Zami logo. There were several interrelated discussions regarding her proposal: the fee for the actual silk screening process; the cost and quality of the shirts themselves (per shirt costs, sizes, brands of tees); whether we would order black as well as white shirts; the price that the tees would sell for. As part of the discussion, Mary Anne placed a phone call to Kathy. As a result of the call, Kathy learned that the Zami logo was not a single color, but instead of multi-color design. Because of this new information, Kathy asked to re-work her original estimate, and take into account additional costs for preparing multiple films, in addition to the actual silk screening process, itself. Within a short time, she returned the call (after aborted attempts to send a written proposal via fax), and made a revised offer based on the new information.

Further discussion centered around whether Zami tees should be available to whomsoever chose to purchase one. We concluded that a targeted constituency, that is, Black and other lesbians of color are the intended buyers/wearers, and that the sale of tee shirts would always be in conjunction with Zami-related events.

Decision: The brand of tees selected was Hanes 'Beefy Tees'; they will cost \$20.00 each, regardless of color or size; the initial order will be for fifty shirts.

VI Reception for readers at "The Muses Among Us"--Charis event

Mary Anne proposed that she and Edith could host a gathering after the readings at Charis on Friday night of Black Pride weekend. The speakers and any other attendees at the reading would be invited to the reception to be held around 9:30 P.M., the approximate time when the Charis event would conclude. Rather than a strict potluck, foods would be purchased and prepared in advance, so that there would be no delay in serving guests. Members of the Steering Committee agreed on menu, contributions, purchases.

Decision: The reception will be held on after the readings; guests by invitation only.

VII Wholesale club membership

There was a brief discussion concerning Zami members' having access to membership in a wholesale club such as Sam's Club or Costco. As a not-for-profit organization, Zami has eligibility--the question was whether/how members might be able to have access the benefits of bulk buying power.

Decision: BJ will look into what we need to do in order to have access to the club(s), and whether or how Zami members might be eligible as buyers.

ZAMI STEERING COMMITTEE MEETING MINUTES

3

The next Steering Committee meeting will be held on Saturday, September 13, 1997, 11:00 A.M., at Frances' home: 1010 Scott Blvd., #C 1, Decatur, GA.

Financial Report

Enclosed please find a copy of the materials that are distributed at the meeting. Income and expense report. As indicated by the report ZAMI did not incur a profit from the last event. It was suggested by Mary Anne that ZAMI - should focus it's efforts on non-party fundraising events (i.e. book signings etc.) as evidenced by the outcome of the last party ZAMI members did not support the event - either through participation in the planning/setting up or by attending.

Funding Awarded

ZAMI recently received a grant in the amount of \$8,000. from the Metropolitan Atlanta Community Foundation, Inc. The award will support two projects - a nine-month outreach workshop for Atlanta University/CAU LB/ITQ Women of Color and Audre Lorde Scholarship/community outreach.

Outreach Project Facilitator

A copy of Queen's [AKA Marcia Butler] resume was made available for review by members in attendance. It was decided that ZAMI's proposal narrative/budget would not be made available to Queen but that a job description for the project lead/facilitator would be created by us and Michelle upon review and acceptance of the job description a formal contract would be drafted and submitted to Queen. Generally, the contract would be employment for 9 months (i.e. 12 months less 3 months) Outreach Facilitator with compensation of \$300 per month (to be paid on the 30th of each month).

ZAMI STEERING COMMITTEE MEETING MINUTES

September 13, 1997/Attendees: Mary Anne Adams, Maria Carter, Beryl Jackson, Iris Rafi, Michelle Smith and Frances Wood.

Treasurer's Report

Enclosed please find a copy of the materials that Iris distributed at the meeting (income and expense reports). As indicated by Iris's report ZAMI did not incur a profit from the last event. It was suggested by Mary Anne that ZAMI - should focus it's efforts on non-party fundraising events (i.e. book signings etc.); as evidenced by the outcome of this last party ZAMI members did not support this event - either through participation in the planning/setting up or by attending.

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CAU Outreach Project Facilitator

A copy of Queen's (AKA Marcia Butler) resume was made available for review by members in attendance. It was decided that ZAMI's proposal narrative/budget would not be made available to Queen but that a job description for the project lead/facilitator would be created by Iris and Michelle; upon review and acceptance of the job description a formal contract would be drafted and submitted to Queen. Generally, the terms of Queen's employment are to include 10-15 hours per month as Outreach Facilitator with compensation of \$300 per month (to be paid on the 30th of each month).

ZAMI STEERING COMMITTEE MEETING MINUTES (continued)

Steering Committee Elections

It was decided that the Steering Committee should increase in size from 9 to 11. Suggestions were given as to possible new members - Donna Collier and Ashaki Beitu. Mary Anne recommended that the duties of Treasurer be assumed by ZAMI members with accounting skills; Annette Carey will assume Iris Rafi's duties as Treasurer. A subcommittee was informally conferred to handle writing and researching for grant monies, the Grant Subcommittee includes Iris Rafi, Michelle Smith and Frances Wood. It was also suggested that a current set of ZAMI by-laws and Steering Committee position descriptions be drafted.

ZAMI Meetings at Charis Books

Until further notice meetings will be held at Charis despite some concerns about set-up/take-down and who would manage/facilitate the meetings. Mary Anne suggested that we all make a commitment to attend at least 2 meetings a year - thereby alleviating the problem of the same one or two person attending all the time and subsequently that person(s) having to be in charge of set-up/take-down - participation would be a shared responsibility!

The first Sunday meeting of the month will generally be a coming-out discussion, while the second Sunday meetings will be an open discussion. For the 10/4 meeting Mary Anne and Iris will facilitate; on 10/26 BJ and Maria will facilitate. Mary Ann will be responsible for meeting notices. Also a completed membership list will be made available to Steering Committee members.

Colin Higgins Foundation

ZAMI has submitted a grant proposal to the Colin Higgins Foundation, an organization located in San Francisco, which provides a variety of services to g/l/b/t youth and persons with HIV/AIDS. ZAMI's request includes funding for scholarship outreach and community outreach - specifically a speaker's bureau. The proposal requests a total of \$9.750 for these projects.

ZAMI

SUMMARY: Income and Expenses--BLACK GAY PRIDE WEEKEND (NON-PARTY EVENTS)--Friday, August 29, Sunday, August 31, 1997

INCOME

Tshirt sales	140.00
Zami memberships	35.00
Donations (Lisa and Maria)	50.00
card party (payments for beer, sodas, liquor)	<u>21.00</u>
TOTAL	246.00

EXPENSES

Honorarium paid to Doris Davenport	50.00
Flyers printed (Kinko's)	65.27 (✓ # 177)
Flyers printed (Kinko's)	16.09 (✓ # 178)
Postage--mailing of flyers/announcements	96.00 (✓ # 144)
Flowers	7.46
Amount Paid to Indigo Arts/Kathy Williams for Tshirt order	<u>613.60</u>
TOTAL	848.42

NET PROFITS ON NONPARTY EVENTS

-602.42

Amount deposited--Emory Federal Credit Union (Scholarship Fund)	175.00
Cash on hand--not yet deposited	21.00

account sheets prepared by Iris F. Rafi --Treasurer, Zami

*These expenses not yet reimbursed

ZAMI

SUMMARY: Income and Expenses--Erotica Party II--Saturday, August 30,1997

INCOME

Money from door for tickets	310.00
Money from beer, wine, liquor and soft drink sales	47.00
Change	100.00
Tshirt sales	<u>40.00</u>
TOTAL	497.00

EXPENSES

Payment to Dante for DJ services	50.00
Costs beer/drink mixers (Iris Rafi)	59.83*
Costs soft drinks, munchies, liquor, mixers (Sam's Club)	83.17 (✓ # 179)
Costs--misc. supplies (Cub Foods)	39.00 (✓ # 180)
Costs--playing cards (Michelle Smith)	7.55*
Costs--Paper supplies (Mary Anne Adams))	46.60*
Costs--party supplies (Michelle Smith)	<u>13.47*</u>
TOTAL	299.62

EXPENSES PAID

Payment to Dante for DJ services	50.00
Payment to US Postal Service for Express Mail (8/31) applic. to Colin Higgins Foundation	<u>10.75</u>
TOTAL	60.75

NET PROFITS ON PARTY **436.25**

Amount to Emory Federal Credit Union (Scholarship Fund)
(includes 0.75 from Iris for reconciliation purposes) **437.00**

ZAMI Steering Committee Meeting Minutes

November 1, 1997/Present: Mary Anne Adams, Beryl Jackson, Iris Rafi, Michelle Smith, Frances Wood.

Agenda Topics:

1. Report from Queen

Queen was absent from the meeting, consequently no report was given. A letter will be drafted and sent to Queen advising the necessity of her presence at our monthly meetings.

ACTION: Iris Rafi will draft and send a letter to Queen.

2. Presentation from doris davenport

doris proposed an AVON/ZAMI fund-raiser, with 60% of profits to AVON and the remaining 40% to ZAMI. Two formats were presented either individual sales or a large party; the large party idea was chosen for ease of accountability and logistics.

The large party would require the usual PR and some coordination between doris davenport and ZAMI. Brochures for the holiday season would be made available before/at the party and individuals would be urged to place their orders at the party; turn-around on the orders would be about 14 days; once the orders are shipped and sorted individuals who have made purchases would retrieve their products.

It was suggested that such an event occur in early December, with December 6 suggested as a possible date - however, at this writing the space originally suggested is not available. Because of the relatively quick turn-around on the product and the timeliness of the season, it was agreed that early December would be the best time to stage such an event, however finding a location to hold this event is at issue.

ACTION: Mary Anne Adams agreed to act as coordinator (pending acquisition of a space/identifying date to hold the event.)

ZAMI Steering Committee Meeting Minutes (continued)

3. Review/Correction of 10/11/97 meeting minutes...
Please see attached copy of 10/11/97 minutes.

ZAMI Monthly Forums

Mary Anne Adams approached Kathy Williams and Lilly Huddleston (co-owners of Indigo Arts Gallery about holding a monthly Sunday Forum...

4. Review of Actions from 10/11/97 meeting

- Outreach Facilitator Job Description/Employment Contract - finalized and signed by Queen (please see attached copy)
- Scholarship Donation letter - not completed, proposed work meeting date Thursday, November 13 - time and location to be announced...

5. Meetings at Charis Books

Mary Anne Adams proposed that beginning in December ZAMI should hold its bi-weekly discussion group meetings at Indigo Arts. Mary Anne has spoken with Kathy Williams who as agreed, rent for the facility will be \$25.00 (same as the amount paid to Charis) and Kathy is committed to keeping the space closed/safe for the duration of our meetings. Because of the performance schedule on Sundays for Indigo, it was agreed that the 2nd/4th Sunday meeting be held from 5:00 PM to 7:00 PM, in consideration of the open mic/ music that begins at 8:00 PM on Sunday evenings at Indigo; this lapse will also ensure ZAMI members time to sit, relax and/or stay for the evening performance at Indigo.

ACTION: Mary Anne Adams will finalize details of rental agreement with Kathy Williams; also Mary Anne Adams and Debra Greenwood will co-facilitate the December 14 meeting, Mary Anne Adams will facilitate the December 28 meeting.

6. Discussion of New Committee Members

Effective immediately, Maria Carter has resigned from the ZAMI Steering Committee.

ZAMI Steering Committee Meeting Minutes (continued)

6. Discussion of New Committee Members (continued)

As it stands the ZAMI Steering Committee has 6 working members - it was proposed that the Steering Cmte be composed of 11 members - with at least 2 new members being under the age of 30. However, Annette Carey, the newly proposed Treasurer has not been present at any of our meetings since her acceptance of that post...Wendi O'Neal was proposed as a new member (under 30) and likewise, she has been unavailable. So it remains that 5 positions are open for solicitation.

7. Fundraising Letter

A proposed work date - Thursday, November 13, time and location to be announced.

8. Colin Higgins Foundation Proposal

Mary Anne Adams was contacted by representatives of the CH Foundation and a detailed budget was requested. Mary Anne Adams and Michelle Smith created a detailed budget and forwarded the materials to the CH Foundation. (See attached copy)

9. Singles Party

A new ZAMI member - Vonetta Coleman has offered to host a Singles Party. The event will be held on Saturday, November 15, from 4:30 PM to 9:30 PM. Vonetta has requested that guests bring both a dish and a drink. Details/directions to Vonetta's home will be included in the next ZAMI mailing (on or before 11/9/97). In the event that there are too many individuals trying to attend, volunteers will be asked to turn women away.

ZAMI Sterring Committee Minutes (continued)

ADDENDUM

Scholarship Deadline

Mary Anne Adams proposed that the deadline for submitting application to the scholarship be moved to April 28, 1998. This date would ensure maximum outreach and allow us time to raise more money for the fund; the scholarship would be for students enrolling in the Fall of 1998.

Also, it was suggested that the eligibility language on the scholarship application be revised to included "...students enrolled at any accredited post-secondary educational training institution...". This proviso recognizes students at both academic and vocational/technical institutions.

Collaboration with P-Flag

Mary Anne Adams suggested that ZAMI do some collaborative work with P-Flag on outreach and coordination of mailings. They (P-Flag) is open and eager to work with us and in consideration of our Outreach Project and Scholarship Fund the extra PR is welcome.

Business Cards

Mary Anne Adams recieved a quote from Kathy Williams/Indigo Arts re: printing of business cards. Discussion ensued as to color vs. black/white versions and/or modification of the ZAMI logo on the card... It was agreed that the card would be in B/W with the logo intact, the cards would simply state the ZAMI by-line, the post office box address, the Outreach Line/Zami-Line and our America Online address - atlzami@aol.com .

ZAMI STEERING COMMITTEE MEETING MINUTES

October 11, 1997/Attendees: Mary Anne Adams, Traci O'Daniel, Iris Rafi, Michelle Smith and Frances Wood.

Review/Correction of 9/13/97 Minutes

- Clarification of term "facilitate" as applied to the bi-weekly ZAMI meetings; it was agreed that whomever was 'facilitating' a particular meeting should be responsible for identifying a person to lead the group discussion.
- Correction - the Outreach Project will be run for 7 months not 9.

Review of Actions from 9/13/97 Meeting

The need for a Public Relations person was discussed; someone who would handle correspondence and requests for ZAMI information. Traci O'Daniel volunteered to fill this position, she will check the PO Box and correspond with individuals/groups re: ZAMI; if possible, Mary Anne Adams will secure a second key to the ZAMI post box.

Michelle Smith will monitor the ZAMI Line and update the mailing list as needed.

New Steering Committee Members

Mary Anne Adams indicated that she has spoken to Donna Collier and Wendi O'Neal and they are both interested in joining the Steering Committee; Annette Carey has accepted the position of Treasurer. There is a single slot open on the Steering Committee - SCM's agreed that the remaining position should be filled by a lesbian under the age of 30.

The removal and replacement of the Steering Committee Members (SCM) Lisa Robinson and Carla Rabb has been agreed on; Mary Anne Adams will notify Lisa and Carla of this decision via letter on or before the November 1, 1997, meeting.

Job Description for Outreach Facilitator

Please see attached draft of position description and contract for employment. In addition to the job description, Iris Rafi will draft a Facilitator evaluation form. Iris Rafi and Michelle Smith will contact Queen before Friday, October 17, 1997, to arrange a meeting to review and discuss this position.

ZAMI STEERING COMMITTEE MEETING MINUTES (continued)

Metropolitan Funding

Exactly \$7,553.98 has been deposited to our Fund for Southern Communities account, this amount reflects \$8,000 (actual grant amount) minus a 7% administration fee to the Fund.

- Mary Anne Adams presented budget and follow-up guidelines for the Metropolitan funds. Approximately \$1600 (not including the Facilitator's salary) has been budgeted for the administration of the Outreach project. This amount will be broken out as follows: materials (\$100), copying (\$400), postage (\$100) and marketing/publicity (\$1000).
- The remaining grant funds will be used for scholarship outreach - this will include printing and postage for both a ZAMI brochure and scholarship fund donation letter. ZAMI will target the 60 colleges and universities in Georgia, while the scholarship donation letter will be mass-mailed to various individuals, institutions and businesses.

Audre Lorde Scholarship Funds

Exactly \$2109.77 is available in the scholarship fund, the importance of the above-mentioned letter campaign is obvious.

- It was decided that Steering Committee members would each prepare a draft scholarship donation letter by Saturday, October 18, 1997. A work meeting will be held at Mary Anne Adam's home - the various letter's will be reviewed and a composite will be drafted; SCM are encouraged to bring their address books - if you have friends who may contribute to the scholarship fund - to this meeting so that the envelopes for the letters can be addressed and mailed all at once.
- Also, SCM should also prepare draft scholarship inserts for the revised ZAMI brochure; these will also be reviewed at the 10/18 meeting.
- Frances Wood suggested that a third scholarship be named after Mary Anne Adams; Mary Anne Adams accepted the honor. The two other scholarships are named in honor of lesbian video activist Jocelyn Taylor and writer Catherine E. McKinley.

Colin Higgins Foundation

Mary Anne Adams received notice that our proposal to the foundation has been received and that decision would be made in November.

ZAMI STEERING COMMITTEE MEETING MINUTES (continued)

ZAMI Monthly Forums

Kathy Williams and Lilly Huddleston (co-owners of Indigo Arts Gallery) suggested to Mary Anne Adams that ZAMI hold a monthly Sunday forum at the Gallery. The format would be open and the Gallery would provide brunch items for sale during the forums. Mary Anne Adams and Frances Wood volunteered to work on the program format.

Fundraising Letter

Please see "Audre Lorde Scholarship Funds" minutes.

Upcoming Meetings

- There will be a working meeting held on Saturday, October 18, 1997, at Mary Anne Adams home (783 N. Parkwood Road, Decatur, 404.370.1392); the scholarship donation letter will be completed and mailed, also work will be done on the scholarship insert for the revised ZAMI brochure.
- The next Steering Committee meeting will be held on Saturday, November 1, 1997, the location to be announced.

Project Administration

- The Facilitator will be responsible for the format and content of the support group including all materials (pre/postcards/etc) to be distributed among the participants.
- An outline of the program format and copies of materials to be distributed (if any) shall be made available to members of the ZAMI Steering Committee throughout the project.
- The Facilitator shall attend the monthly ZAMI Steering Committee meetings and present the completed progress reports.
- The Facilitator will be responsible for the 10th of each month. The Facilitator will work between 10-11 hours of the month. The Facilitator will be responsible for planning, publicity/outreach, networking and support group facilitation.

OUTREACH FACILITATOR JOB DESCRIPTION

The Outreach Facilitator will be selected for her ability to connect with young people in a creative and appropriate manner; initially a significant part of the Facilitator's work will be outreach to young adult lesbian, bisexual and transgendered women attending Clark Atlanta University, Morris Brown and Spelman Colleges. She should also be able to professionally and consciously represent the goals of the ZAMI organization as they are established in its statement of purpose, a major aspect of that being "to provide support, nurturing, and a sense of community for lesbians of African descent in the Atlanta area..." In addition to doing extensive outreach, networking and publicity, the position requires the Facilitator acquire a safe and accessible space for participants to meet.

Ability/Skill Requirements

- A. Planning/Programming - experience in the areas of program planning and development; ability to outline and identify goals of outreach program; ability to evaluate and monitor program goals.
- B. Outreach - ability and experience in the areas of community/grassroots advocacy and organizing; ability to interact with a variety of individuals; ability to professionally represent the interests and goals of the support group to faculty, staff and administration of the various schools represented; the Facilitator should be familiar with local community-based resources.
- C. Group Work - ability to facilitate support group; ability and experience in the area of young adult support and/or counseling, preferably among lesbian/bisexual/transgendered persons.

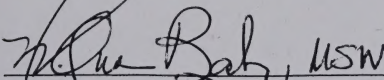
Project Administration

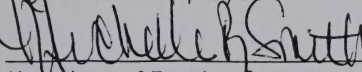
- The Facilitator will be responsible for the format and content of the support group, including all materials (print/audio/visual) to be distributed among the participants.
- An outline of the program format and copies of materials to be distributed (if any) shall be made available to members of the ZAMI Steering Committee throughout the project.
- The Facilitator shall attend the monthly ZAMI Steering Committee meetings and present the completed progress reports.
- The Facilitator will be paid on the 30th of each month; the Facilitator will work between 10-15 hours per month (approximately) on this project. This time will include, but is not limited to planning, publicity/outreach, networking and support group facilitation.

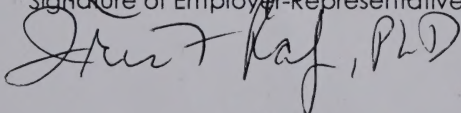
Terms of Employment

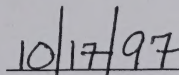
The terms of this agreement are solely applicable to the position of Facilitator for the ZAMI L/B/T Women's Outreach Project. This contract of employment is effective immediately upon signature by the Employee and Employer.

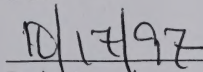
1. The *Facilitator* shall be an Agent (hereinafter Employee) of ZAMI (hereinafter Employer). The Employer as Principal shall be held harmless for any torts or criminal acts that the Employee may commit within the scope and performance of his/her duties. Furthermore, the Employer is not liable for any acts the Employee may commit outside the scope and performance of his/her duties. (See attached Position Description)
2. The Employee shall satisfactorily perform his/her duties as prescribed by the Facilitator position description (attachment).
 - a. Satisfactory Employee performance is defined as professional, perfunctory and timely completion of the Employee's duties and obligations.
3. The Employer shall monitor and evaluate the Employee's performance during a 60-day probationary period which shall commence at the start of employment; the exact date of which shall be decided upon by the Employer.
4. At the conclusion of this probationary period, a recommendation shall be made by the Employer to either continue or terminate the terms of this agreement. Such decision will be based on the Employee's performance within the above-reference period of probation.
5. The Employee shall not act in an unprofessional manner or engage in unethical behavior. Specifically, the Employee shall not engage in any sexual or romantic activities with the project participants. Such behavior or the allegation of such behavior will be grounds for immediate termination of employment and terms of this agreement.
6. The Employee shall be paid \$300 on the 30th of each month, for the duration of this project. The Employee shall work between 10-15 hours (approximately) per month. This time will include but is not limited to planning, publicity/outreach, advocacy, networking and support group facilitation.

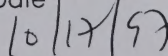

Signature of Employee


Signature of Employer-Representative


Stuart Raf, PLD


Date


Date


10/17/97

ZAMI Steering Committee Meeting Notes

December 6, 1997

Meeting Place: 864 Glenway Drive, East Point, GA

Attendees: Mary Anne Adams, Iris Rafi, Michelle Smith, Frances Wood, Vonetta Coleman, Shondra Williams, Jae Clark, and Queen.

The meeting began with an informal interview of Jae Clark, Vonetta Coleman and Shondra Williams -- for membership onto the ZAMI Steering Committee.

Following the interviews a presentation was made by Queen re: the ZAMI Outreach Project. Queen presented the committee with a table of her activities to date. Several issues were raised by the Steering Committee members.

Specifically:

- **Clarification that ZAMI's Outreach Project was not a collaborative effort with the existing Spelman College group "Afrekete".**
- **Indication by Steering Committee members that publicity and media concerning this project needed to be extensive AND complete (re: location, ZAMI Outreach Line contact number etc.)**
- **Reiteration that monies were available for Xeroxing, advertisement etc.; and that vendors should submit bills directly to ZAMI or receipts be retained and submitted to ZAMI for payment**
- **Locating and securing a meeting space which was public transportation accessible**

Following Queen's presentation, the meeting was adjourned.

Interim Notes:

The current ZAMI Steering Committee concurred on the membership of Vonetta Coleman, Joanne Clark and Shondra Williams to the Committee.

On December 11, 1997 Queen was sent a letter by the Steering Committee outlining several actions items (re: items listed above) which needed to be completed on or by December 17, 1997. Queen responded in writing to our letter, her letter contained advertising copy and other items in response to our initial request. Following receipt of the letter from Queen it was decided that Queen's performance as Outreach Facilitator was unsatisfactory; her contract for employment with ZAMI was terminated effective January 1, 1998.



ZAMI'S Steering Committee Meeting

2/1/97

11:00 AM to 12:30 PM

783 N. Parkwood Road

Decatur, GA 30030

Facilitator:

Note taker:

Attendees:

----- Agenda Topics -----

Kathy Morris Party/Reading	Iris/ All	11:00-11:20 AM
Scholarship Reception	All	11:20-11:40 AM
Voice Mail-ZAMI LINE 370-0920	Mary Anne	11:40-11:50 AM
Membership & Finance Report	Iris	11:50-12:10 PM
Red Top Mountain Retreat	Michelle	12:10-12:30 PM

Other information

Special notes:



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- | | | |
|----------------------------------|-----------|----------------|
| 1. Kathy Morris Party/Reading | Iris/All | 11:00-11:20 AM |
| 2. Scholarship Reception | All | 11:20-11:40 AM |
| 3. Voice Mail-ZAMI LINE 370-0920 | Mary Anne | 11:40-11:50 AM |
| 4. Membership & Finance Report | Iris | 11:50-12:10 PM |
| 5. Red Top Mountain Retreat | Michelle | 12:10-12:30 PM |

Other information

Special notes:

October 14, 1997/Attendees: Mary Anne Adams, Bob O'Donnel, Jo Ann, Michelle Smith and Frances Wood.

IV. Da' Money

There is approximately \$304 in the ZAMI account; there are no outstanding membership dues. However, Maryanne presented an opportunity for the ZAMI membership to participate in a research study. Upon receipt of the groups mailing list/membership list, ZAMI would receive \$500. The study requires members to complete a questionnaire, submitted by researchers at Georgia State University. Briefly, the study involves L/G/B/T issues in the workplace. Steering Committee members agreed that the group should participate.

Maryanne also suggested that the group outline a proposal for a lesbian domestic violence/battering workshop - possibly in conjunction with API-XXX's. The Atlanta Women's Fund has between \$5k - 20k available in grant funds, Maryanne indicated that the turnaround time on this might be soon, but she would research the issue further.

It was mentioned that ZAMI take a collection for Pat Hussein at the next meeting.

V. Red Top Mountain Retreat

Members discussed conflict of available dates for the retreat (May 23 or June 20). BJ suggested Indian Springs as a possible alternative to Red Top because it may be closer to Atlanta. No final decision was made on this subject.

ZAMI STEERING COMMITTEE MEETING MINUTES

October 11, 1997/Attendees: Mary Anne Adams, Traci O'Daniel, Iris Rafi, Michelle Smith and Frances Wood.

Review/Correction of 9/13/97 Minutes

- Clarification of term "facilitate" as applied to the bi-weekly ZAMI meetings; it was agreed that whomever was 'facilitating' a particular meeting should be responsible for identifying a person to lead the group discussion.
- Correction - the Outreach Project will be run for 7 months not 9.

Review of Actions from 9/13/97 Meeting

The need for a Public Relations person was discussed; someone who would handle correspondence and requests for ZAMI information. Traci O'Daniel volunteered to fill this position, she will check the PO Box and correspond with individuals/groups re: ZAMI; if possible, Mary Anne Adams will secure a second key to the ZAMI post box.

Michelle Smith will monitor the ZAMI Line and update the mailing list as needed.

New Steering Committee Members

Mary Anne Adams indicated that she has spoken to Donna Collier and Wendi O'Neal and they are both interested in joining the Steering Committee; Annette Carey has accepted the position of Treasurer. There is a single slot open on the Steering Committee - SCM's agreed that the remaining position should be filled by a lesbian under the age of 30.

The removal and replacement of the Steering Committee Members (SCM) Lisa Robinson and Carla Rabb has been agreed on; Mary Anne Adams will notify Lisa and Carla of this decision via letter on or before the November 1, 1997, meeting.

Job Description for Outreach Facilitator

Please see attached draft of position description and contract for employment. In addition to the job description, Iris Rafi will draft a Facilitator evaluation form. Iris Rafi and Michelle Smith will contact Queen before Friday, October 17, 1997, to arrange a meeting to review and discuss this position.

ZAMI STEERING COMMITTEE MEETING MINUTES (continued)

Metropolitan Funding

Exactly \$7,553.98 has been deposited to our Fund for Southern Communities account, this amount reflects \$8,000 (actual grant amount) minus a 7% administration fee to the Fund.

- Mary Anne Adams presented budget and follow-up guidelines for the Metropolitan funds. Approximately \$1600 (not including the Facilitator's salary) has been budgeted for the administration of the Outreach project. This amount will be broken out as follows: materials (\$100), copying (\$400), postage (\$100) and marketing/publicity (\$1000).
- The remaining grant funds will be used for scholarship outreach - this will include printing and postage for both a ZAMI brochure and scholarship fund donation letter. ZAMI will target the 60 colleges and universities in Georgia, while the scholarship donation letter will be mass-mailed to various individuals, institutions and businesses.

Audre Lorde Scholarship Funds

Exactly \$2109.77 is available in the scholarship fund, the importance of the above-mentioned letter campaign is obvious.

- It was decided that Steering Committee members would each prepare a draft scholarship donation letter by **Saturday, October 18, 1997**. A work meeting will be held at Mary Anne Adam's home - the various letter's will be reviewed and a composite will be drafted; SCM are encouraged to bring their address books - if you have friends who may contribute to the scholarship fund - to this meeting so that the envelopes for the letters can be addressed and mailed all at once.
- Also, SCM should also prepare draft scholarship inserts for the revised ZAMI brochure; these will also be reviewed at the 10/18 meeting.
- Frances Wood suggested that a third scholarship be named after Mary Anne Adams; Mary Anne Adams accepted the honor. The two other scholarships are named in honor of lesbian video activist Jocelyn Taylor and writer Catherine E. McKinley.

Colin Higgins Foundation

Mary Anne Adams received notice that our proposal to the foundation has been received and that decision would be made in November.

ZAMI Steering Committee Meeting Minutes

November 1, 1997/Present: Mary Anne Adams, Beryl Jackson, Iris Rafi, Michelle Smith, Frances Wood.

Agenda Topics:

1. Report from Queen

Queen was absent from the meeting, consequently no report was given. A letter will be drafted and sent to Queen advising the necessity of her presence at our monthly meetings.

ACTION: Iris Rafi will draft and send a letter to Queen.

2. Presentation from doris davenport

doris proposed an AVON/ZAMI fund-raiser, with 60% of profits to AVON and the remaining 40% to ZAMI. Two formats were presented either individual sales or a large party; the large party idea was chosen for ease of accountability and logistics.

The large party would require the usual PR and some coordination between doris davenport and ZAMI. Brochures for the holiday season would be made available before/at the party and individuals would be urged to place their orders at the party; turn-around on the orders would be about 14 days; once the orders are shipped and sorted individuals who have made purchases would retrieve their products.

It was suggested that such an event occur in early December, with December 6 suggested as a possible date - however, at this writing the space originally suggested is not available. Because of the relatively quick turn-around on the product and the timeliness of the season, it was agreed that early December would be the best time to stage such an event, however finding a location to hold this event is at issue.

ACTION: Mary Anne Adams agreed to act as coordinator (pending acquisition of a space/identifying date to hold the event.)

ZAMI Steering Committee Meeting Minutes (continued)

3. Review/Correction of 10/11/97 meeting minutes...
Please see attached copy of 10/11/97 minutes.

ZAMI Monthly Forums

Mary Anne Adams approached Kathy Williams and Lilly Huddleston (co-owners of Indigo Arts Gallery about holding a monthly Sunday Forum...

4. Review of Actions from 10/11/97 meeting

- Outreach Facilitator Job Description/Employment Contract - finalized and signed by Queen (please see attached copy)
- Scholarship Donation letter - not completed, proposed work meeting date Thursday, November 13 - time and location to be announced...

5. Meetings at Charis Books

Mary Anne Adams proposed that beginning in December ZAMI should hold its bi-weekly discussion group meetings at Indigo Arts. Mary Anne has spoken with Kathy Williams who as agreed, rent for the facility will be \$25.00 (same as the amount paid to Charis) and Kathy is committed to keeping the space closed/safe for the duration of our meetings. Because of the performance schedule on Sundays for Indigo, it was agreed that the 2nd/4th Sunday meeting be held from 5:00 PM to 7:00 PM, in consideration of the open mic/ music that begins at 8:00 PM on Sunday evenings at Indigo; this lapse will also ensure ZAMI members time to sit, relax and/or stay for the evening performance at Indigo.

ACTION: Mary Anne Adams will finalize details of rental agreement with Kathy Williams; also Mary Anne Adams and Debra Greenwood will co-facilitate the December 14 meeting, Mary Anne Adams will facilitate the December 28 meeting.

6. Discussion of New Committee Members

Effective immediately, Maria Carter has resigned from the ZAMI Steering Committee.

ZAMI Sterring Committee Minutes (continued)

ADDENDUM

Scholarship Deadline

Mary Anne Adams proposed that the deadline for submitting application to the scholarship be moved to April 28, 1998. This date would ensure maximum outreach and allow us time to raise more money for the fund; the scholarship would be for students enrolling in the Fall of 1998.

Also, it was suggested that the eligibility language on the scholarship application be revised to included "...students enrolled at any accredited post-secondary educational training institution...". This proviso recognizes students at both academic and vocational/technical institutions.

Collaboration with P-Flag

Mary Anne Adams suggested that ZAMI do some collaborative work with P-Flag on outreach and coordination of mailings. They (P-Flag) is open and eager to work with us and in consideration of our Outreach Project and Scholarship Fund the extra PR is welcome.

Business Cards

Mary Anne Adams recieved a quote from Kathy Williams/Indigo Arts re: printing of business cards. Discussion ensued as to color vs. black/white versions and/or modification of the ZAMI logo on the card... It was agreed that the card would be in B/W with the logo intact, the cards would simply state the ZAMI by-line, the post office box address, the Outreach Line/Zami-Line and our America Online address - atlzami@aol.com .

ZAMI Steering Committee Meeting Minutes (continued)

6. Discussion of New Committee Members (continued)

As it stands the ZAMI Steering Committee has 6 working members - it was proposed that the Steering Cmte be composed of 11 members - with at least 2 new members being under the age of 30. However, Annette Carey, the newly proposed Treasurer has not been present at any of our meetings since her acceptance of that post...Wendi O'Neal was proposed as a new member (under 30) and likewise, she has been unavailable. So it remains that 5 positions are open for solicitation.

7. Fundraising Letter

A proposed work date - Thursday, November 13, time and location to be announced.

8. Colin Higgins Foundation Proposal

Mary Anne Adams was contacted by representatives of the CH Foundation and a detailed budget was requested. Mary Anne Adams and Michelle Smith created a detailed budget and forwarded the materials to the CH Foundation. (See attached copy)

9. Singles Party

A new ZAMI member - Vonetta Coleman has offered to host a Singles Party. The event will be held on Saturday, November 15, from 4:30 PM to 9:30 PM. Vonetta has requested that guests bring both a dish and a drink. Details/directions to Vonetta's home will be included in the next ZAMI mailing (on or before 11/9/97). In the event that there are too many individuals trying to attend, volunteers will be asked to turn women away.

DRAFT

This agreement establishes the terms and conditions for the use and sale of any and all items which bear the actual and/or representative likeness of the ZAMI logo (hereinafter "logo"). (See attachment A) The terms of this agreement become effective upon signature.

1. The "logo" is wholly owned and copyrighted in perpetuity by Sharon Lane.

2. ZAMI is an organization of Lesbians of African Descent, incorporated and fiscally sponsored by the Fund for Southern Communities, in the State of Georgia.

3. The aforementioned "logo" is to be used solely by the members and representatives of ZAMI, in it's official and professional capacity. This use shall include but is not limited to: the printing, painting, application and transfixion of the logo on paper, durable goods, clothing and/or wearable arts.

4. It is understood by both ZAMI and Sharon Lane that the "logo" shall only be used for the benefit of ZAMI; the "logo" may not be sold nor appropriated by any other business or organization other than ZAMI.

5. In the course of it's usual and ordinary business ZAMI shall use the "logo" for both professional and fundraising concerns; in the event that items are sold bearing said "logo" 10% of each sale will be returned to the "logo" owner - Sharon Lane.

6. Sharon Lane and ZAMI are both voluntary parties to this agreement and as such, both parties may rescind this agreement at any time.

7. Prior to rescinding this agreement the rescinding party must give 14 days prior written notice; upon receipt of such notice this agreement and its terms become void.

Sharon Lane

Date

ZAMI Representative Date

ZAMI
ATLANTA'S PREMIERE ORGANIZATION FOR
LESBIANS OF AFRICAN DESCENT

January 17, 1998 / Meeting Minutes

Attendees: Mary Anne Adams, Jae Clark, Venetta Coleman, BJ, Iris Rafi, Michelle Smith and Shandra Williams. Guest: Carla Rabb.

1. Interview/Outreach

Carla Rabb invited to the meeting in order to be interviewed for the Outreach Facilitator position - formerly held by Queen. Prior to this meeting Carla was given the position description, work materials submitted by Queen and the contract for employment. The project was described in full to Carla; emphasis was placed upon the timelines (end date of project May 1998) of her work and follow-up. Iris reiterated that monies for advertising, copying etc. were available; Iris also emphasized the importance of thorough outreach and publicity. Carla expressed her enthusiasm over working with this project; indicated ways that she would network and solicit referrals to the project. Mary Anne gave Carla a history of the project to date. Mary Anne and Iris outlined several expectations - monitoring of the Outreach Line; follow-up with students already solicited; comprehensive advertising/publicity on AUC campuses; generating interest in maintaining the Outreach group.

Mary Anne informed Carla of the terms and conditions of employment (approximately \$30/hour, 10-15 hours/month). Carla was excused and a discussion regarding Carla's qualifications ensued. A vote was taken; Carla was hired. Carla indicated that she would prepare a proposal of her actions and submit them to Iris, the supervisor on this project.

2. Review/Correction of Minutes (December 1997) - NONE

3. Singles Soiree

Discussion of hosts and admission price for the Singles Soiree planned for Saturday, February 21. Venetta and Shandra volunteered to hosted the event. It was decided that admission would be \$ 5.00; music will be taped - negotiation made with Kathy/Indigo Arts to cover cost of taping music. Cash from door to Indigo Arts, money for tapes from Indigo Arts with use of Indigo Arts sound system. Soiree to be 'after-party' following the Sweet Honey In the Rock concert earlier, party will begin at 10 PM.

Action: Venetta and Shandra to host soiree, arrange taping of music, will have membership info and T-shirts available for interested women.

January 17, 1998 / Meeting Minutes (continued - page 2)

4. Queen/Indigo Arts Space

Discussion of agreement between Queen and Kathy/Indigo Arts re: rental of space for Outreach meetings; decision that ANY agreement between Queen and Kathy/Indigo Arts would not be honored by ZAMI. [The agreement concerned the proceeds from a future party 1/31/98 - which would be given to Indigo Arts in lieu of rent - for Queens use of Indigo Arts space between 1/1/98 - 1/17/98.

Action: Michelle Smith to advise Kathy/Indigo Arts that ZAMI has no money for rent for the Outreach meetings, ZAMI would not honor any agreement between Queen and Kathy - since effective Jan 1 1998 Queen is no longer any employee of ZAMI.

Iris indicated that she has not received any information from Queen since posting a return, receipt requested termination letter; Iris received notice of Queens receipt of the letter on Jan 5 1998.

5. Schedule of Facilitators for upcoming 4th Sunday ZAMI Meetings

January 25	Frances Wood/Michelle Smith
February 22	Jae Clark
March 22	Iris Raffi
April 26	Venetta Coleman
May 31	Shandra Williams
June 21 *	Frances Wood/Michelle Smith
July 26	Mary Anne Adams (?)

(June 21 - 3d Sunday, prior to Pride March)

Discussion over possible summer hiatus but conclusion that consistency throughout the summer was important.

Schedule/Topics for 1st Sunday Forums 2 - 5 PM

February 1	Lesbian Entrepreneurs
March 1	Lesbian Battering - Facilitated by Barbara Gibson
April 5	Spirituality -- Facilitated by Deena Jones, looking for person of color involved in WICCA,. also other denominations
May 3	Sexuality

Venetta suggested an open forum/questionnaire to be distributed so late year activities could be planned

January 17, 1998 Meeting Minutes (continued - page 3)

6. Membership Drive/Incentives

Mary Anne indicated that Edith Biggers would be willing to update our membership files and send ticklers to members whose dues had not been renewed. Venetta suggested membership incentives/benefits. Possible ideas: member packet containing T-shirt, brochure, theme-based presentations/events, reclamation projects.

7. Bayard Rustin Rally

Monday, January 19 from 11 AM - 1 PM, meeting place 127 John Wesley Dobbs. Co-sponsored by ZAMI, 2d Sunday, Brothers Back to Back, Youth Fellowship and In the Life Atlanta, with 20 speakers and 5 entertainers; organizational sponsors donated \$20 for administration of event. This years theme 'Coming Together, Moving Ahead'.

8. Scholarship

Mary Anne proposed that a 4th scholarship be awarded (named after Iris because she is a founding member of ZAMI); this 4th scholarship would be at the graduate level. Mary Anne received a mailing list forwarded from writer Kathleen McKinley which contains over 65 names of generous potential donors. To date over \$120 has been received in response to our scholarship donor letter sent in December 1997. Thank you notes sent to donors (Mary Anne Adams). Approximately \$3000 available to date in scholarship fund..

Update of scholarship letter with Sharon Lane logo - to date unable to use on present letter, Sharon Lane will update the logo and forward to us.

9. Computer Donation

Donation made by Dr. Quida Calloway, receipt of donation (for tax purposes) to be completed by Fund for Southern Communities. Mary Anne Adams to have the computer at her home; to maintain/update the ZAMI database.

10. T Shirts

Revisited the issue of selling T-shirts at Charis Books, decision made that T-shirts would be sold there. Suggestion that T-shirts be used as a fundraiser incentive. Reminder that logoed T-shirts need to be inventoried so that agreement with Sharon Lane be

11. Accountant

Mary Anne will meet with Adele Gibson on Sunday, January 18, 1998. Agreed to do our books for free.

12. New Business - Workshop for Black Lesbian Writers/Artists

Iris Raffi, Michelle Smith and Venetta Coleman agreed to meet Monday, January 26.

Meeting Adjourned at 1:45 PM - February 7 meeting to be held at BJ's house.

Agenda

Subject: ZAMI STEERING COMMITTEE MEETING

Meeting Date: JANUARY 17, 1998

1. Interview/ Outreach ✓
2. Review/ Correction of Minutes ✓
3. Review of actions from previous meeting ✓
4. Monthly meeting ✓
5. Singles soiree ✓
6. ZAMI monthly forum ✓
7. Scholarship/ Fundraising Letter/ Application
8. Application brochure ✓
9. Bayard Rustin rally ✓

Agenda

Subject: ZAMI STEERING COMMITTEE MEETING

Meeting Date: JANUARY 17, 1998

-
10. Computer donation ✓
 11. Membership reminder ✓
 12. Sharon Lane's Contract/ Logo ✓
 13. T-Shirts ✓
 14. Meeting with CPA ✓

Jan Frances, Michelle

Feb Gage

March Chris

April Veretta

May³¹ Shandra

June Michelle

July MAA

August

Sept BJ

BJ
MAA

Agenda

Subject: *ZAMI STEERING COMMITTEE MEETING*

Meeting Date: *JANUARY 17, 1998*

1. Interview/ Outreach
2. Review/ Correction of Minutes
3. Review of actions from previous meeting
4. Monthly meeting
5. Singles soiree
6. ZAMI monthly forum
7. Scholarship/ Fundraising Letter/ Application
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Agenda

Subject: ZAMI STEERING COMMITTEE MEETING

Meeting Date: JANUARY 17, 1998

10. Computer donation
11. Membership reminder
12. Sharon Lane's Contract/ Logo\
13. T-Shirts
14. Meeting with CPA

ON SEPT. 24, 99 AT 6 PM THE ZAMI COLLECTIVE MET, THOSE IN ATTENDANCE WERE MARYANNE ADAMS, CARLA RABB, FRANCES WOOD, SANDRA JONES, SYLVIA DUNMORE, ALESIA HARRIS, GRETCHEN BLAKE AND BERYL JACKSON. NEW MEMBERS TO THE COLLECTIVE BUT NOT PRESENT EDITH BIGGERS, YVETTE DAVIS, FIONNI LEWIS, AND STEPHANIE STEEL.

ALOT

FIONA

THE REGULAR MEETING PLACE WILL BE THE ACT AT 1530 SUITE A DEKALB AVE. THE SECOND THUR. OF THE MONTH 6:30PM NEXT MEETING OCT. 14TH. EACH MEMBER WILL ACT AS SECRETARY FOR MEETINGS. WE WILL ROTATE.

WE DISCUSSED SCHOLARSHIP WEEKEND, WHICH WILL BE WEEKEND FEB. 18TH-19TH, 2000 AND WE WILL HAVE AN EVENT FEATURING RUTH ELLIS OLDEST OUT LIVING BLACK DYKE. WE WILL TRY TO SECURE THE E-CHURCH AS A SPACE FOR HAVING THE FRIDAY NIGHT EVENT. SATURDAY WE WILL CO SPONOR THE FILM FEATURING MS. ELLIS WITH OTHER GROUPS. THERE ARE OTHER SPACES WE WILL TRY TO SECURE FOR HAVING A DANCE. ALESIA WILL CHECK ON THE BAKERY, EDITH WILL CHECK THE WAREHOUSE AND MARYANNE WILL CHECK MY SISTER'S ROOM.

WE ALSO DISCUSSED BRINGING IN KATHY MORRIS & CC CARTER FOR SCHOLARSHIP WEEKEND AND POSSIBLY NAMING SCHOLARSHIP FOR KATHY MORRIS

OTHER BUSINESS DISCUSSED—SYLVIA WILL SETUP WEBSITE AND GRETCHEN WILL HELP WITH WRITING.

CARLA AND BJ WILL CO CHAIR COLLECTIVE FOR 6 MOS. BEGINNING OCT. 1, 99. MARYANNE WILL BE PAID \$7200 BEGINNING OCT. 1, JOB DESCRIPTION TO BE WRITTEN.

\$950

~~\$2100~~ WILL BE USED FOR MENTORING RETREAT BEFORE MARCH 31, 2000, \$1000 FOR SCHOLARSHIP.

Nov 11

Dec 9

Minutes
Board of Directors: Zami, Inc. - October 14, 1999
ALCI Meeting Space 6:30 p.m.

Present: M. Adams, E. Biggers, G. Blake, S. Dunmore, A. Harris, S. Jones, F. Lewis, C. Rabb

Absent: Y. Davis, B. Jackson, F. Wood

Corrections made to 09/24/99 minutes- Minutes passed.

Budget:

- CFGA Grant check forwarded and summary of grant agreement and projected outcomes offered by M. Adams
- informal discussion of budget breakdown; \$10,000 total funds granted - \$700.00 "sponsorship" fee, approx. \$7000 to Exec. Dir. salary, \$2000.00 + remaining for Zami program costs

Zami Logo:

- Ideas for new logo discussed, questions raised about "ownership" of logo
- Board decided to stick with logo used in past

Fundraising:

- Zami to target 300 individuals by direct mail, in addition to ALCI mailing list
- discussed exchange of mailing list with ALCI, Youth Pride
- M. Adams to meet with those group leaders about mailing collaborations
- Past ALSC brochures viewed, Y2K brochure discussed
- S. Dunmore and G. Blake to work on Web Site design

Next Meeting:

- Date changed to 11/18/99 to accommodate schedule of board members
- Meeting scheduled to be "working" meeting, to get mailers ready

Special Event:

- Decided to honor \$100(+) Donors with potluck, discussed whether we should ask for money at potluck, Board voted "no"
- Potluck date set for Sunday, 11/21/99 (location undecided, homes of C. Rabb and A. Harris suggested)

ALSC for Y2K:

- M. Adams secured E-Church for Friday reception (gave \$100.00 key deposit)
- M. Adams stated that Kathy Morris agreed to take part in fundraiser
- Board agreed to investigate space options for Saturday party/event
- Discussed offer by Southern Voice to co-sponsor ALSC and give free ads for event; Board agreed to allow S.V. to co-sponsor Saturday event

Afrekete:

- Leadership development seminar slated for early to mid March Y2K
- M. Adams to meet with Afrekete members, discuss leadership dev. and Zami Board, stated her intention to invite A. members to December meeting of Z.

To Do By 11/18/99 Meeting:

- Settle on location for potluck
- A. Harris to purchase labels, M. Adams to print labels for mailing
- G. Blake and S. Dunmore to meet/work on Zami web site
- Each member to research potential space for ALSC for Y2K party

ZAMI STEERING COMMITTEE MEETING MINUTES - FEBRUARY 7, 1998

Present: Mary Anne Adams, Venetta Coleman, BJ, Iris Rafi, Michelle Smith, Shandra Williams, and Frances Wood. Guests: Robyn Miller and Patricia (?)

I. Review of Meeting Minutes

Highlight on items 3 and 5 - the upcoming Singles Soiree (2/20) and schedule of 4th Sunday meeting facilitators.

Shandra Williams and Venetta Coleman volunteered to host the Singles Soiree, beginning at 10 PM. The only change to the facilitators schedule was the June 21 meeting -- Frances Wood would facilitate because Michelle Smith subbed for Frances on 1/25.

II. Carla's Report Re: ZAMI Outreach Project

- Carla has distributed flyers at AUC - using a variety of colors and placing them in various locations; she does frequent checking in order to replace those that are removed.
- Carla indicated that she would hire 2-3 students to do campus-specific publicity (i.e. walk-ups and events).
- Advertisements in the *Creative Loafing*, *Southern Voice* and the *AUC Digest*
- Collaboration with Spelman's Afrekete group
- Carla has changed the outgoing message on the ZAMIOutreach Line - including an inspirational message along with information about contacting her; Carla to use a pager (donated by Edith Biggers) because of frequent hang-ups on the line
- Iris Rafi suggest two Spelman College professors Carla should contact

Carla also mentioned that the women in she has spoken/met with are interested in meeting with Linda Villarosa; they would like some help in contacting her, Mary Anne mentioned that she had a contact and would follow-up on this.

III. Scholarship Update

Mary Anne reported that in order to complete the scholarship mailing by April additional funds would be needed for postage; she spoke with Philip Roth at the Metropolitan Fund and he advised that we write a letter requesting transfer of funds from our line-item budget. Mary Anne will complete this letter; approximately \$500.00 is needed for postage as ZAMI decided to add another scholarship - this one in honor of Iris Rafi. This 4th scholarship will be available to graduate students.

Mary Anne requested that all members present send/fax her names and addresses of individuals that could be sent the scholarship donation letter.

(Note: Adele Gibson will be available to audit our financial records and provide a quarterly report to ZAMI.)

IV. Pflag

Pflag has made \$300.00 available in it's budget to assist ZAMI in our scholarship outreach; possible event - a co-sponsored reception for scholarship recipients.

V. Fund-raising Ideas

Kathleen McKinny has suggested that in an attempt to fund-raise for the scholarship fund we promote the book *Afrekete* - with a percentage of the sale of the book donated back to ZAMI from Ms. McKinney.

Auction...

Several members suggested a Scholarship Fund Auction with donations being made in the forms of goods and services such as food, housecleaning, massages, computer training etc. Brief discussion re: individual responsibilities --who would do what.

VI. Membership

Suggestion that members be sent a reminder notice re: renewal of membership dues.

VII. Singles Soiree

Kathy Williams (Indigo Arts Gallery Playhouse) suggested that in lieu of monthly fees for rental of space at Indigo members could volunteer time. Kathy indicated that 10 hours of volunteer time from ZAMI members would defray rental costs...volunteers would be expected to help set-up and break-down the space (depending upon the event), and other duties on an as needed basis. At present ZAMI uses approximately 6 hours of rental time, valued at \$150.00/month (6 hours @ \$25.00/hour). Lengthy discussion re: pros and cons of using Indigo Arts, ZAMI's needs as an organization, benefits/loss of various programming events.

VIII. ZAMI Organizational Structure

Shandra Williams indicated that she would like to see more strategic planning around the organizations mission and programs; this was supported by other members as well. Specifically questions re: structure, capacity, support programs (2nd/4th Sunday meetings), membership benefits and definition of membership, expectations regarding membership, who is ZAMI's constituency, what does ZAMI have to offer it's members, what does ZAMI need to do well - scholarship, social or support?, membership accountability.

Decision was made to meet at Shandra's home on Sunday, February 22 at Noon. This would be a forum to address the above issues/concerns.